

V.

Designation of Officials  
With Classifying Authority

--26 additional officials designated by the  
President with classification authority.

A narrowly defined group of senior officials in 12 departments or agencies of the Federal Government and such offices in the Executive Office of the President as the President may designate in writing are authorized to exercise Top Secret classifying authority and exemption authority for any level of classified information. Officials in 13 other departments or agencies can exercise Secret classifying authority. In addition, Section 2(A) of Executive Order 11652 authorizes Government officials designated in writing by the President to classify information Top Secret.

On the basis of specific requests, and on the recommendation of the ICRC, 26 officials were individually designated by President Nixon with specified classification authority. These officials are from departments not previously having such authority under Executive Order 11652. The President's order is attached at Appendix B.

The authority granted by the President cannot be delegated by these officials. Moreover, the authority to exempt from the General Declassification Schedule was withheld from the four designated Labor Department officials. In the case of the 12 officials from the United States Information Agency granted exemption authority, no authority was given to classify above the Secret level.

VI.

Establishment of Management Reporting  
System

--A series of Quarterly Reports prepared to assist the ICRC in monitoring the classification program.

In September, Ambassador Eisenhower requested the assistance of the National Archives and Records Service in preparing a series of management reports to evaluate implementation of the security classification program. Quarterly Reports in five areas have been promulgated as a result of this undertaking. The reports are intended to furnish the Committee with a measure of departmental progress in achieving the goals of Executive Order 11652 and to ensure the establishment of effective inspection, education and other programs within the departments. The reports include

1. Report of Authorized Classifiers. A list of authorized classifiers by name and title and totals for each classification category.
2. Report of Classification Abuses. A report of instances of under or overclassification, unnecessary classification, improper marking or improper exemption from the General Declassification Schedule or other occasions of classification abuse discovered as a result of departmental inspection programs.
3. Report of Unauthorized Disclosures. A report of instances of communication or physical transfer of classified information to unauthorized persons discovered by appropriate departmental officials.
4. Report of Mandatory Declassification Review Requests. A log-type report of declassification requests made pursuant to Section 5 of the Order reflecting the requester, date of request, subject matter, date and nature of departmental action, costs and other information associated with these requests. The purpose of this report is to ensure expeditious and fair processing of all requests and to measure the success of this provision of the Executive Order.

5. Quarterly Summary Report. This is a statistical summary of documents classified by a department during a quarterly reporting period. Departments are also given an opportunity to elaborate on accomplishments in achieving the objectives of Executive Order 11652. This report will be submitted beginning with the April 1 to June 30 quarter.

VII.

Education on New Classification System

- Extensive educational efforts have been devoted to explaining the new classification system.
- Most classified documents now reflect the required markings - classification category, name of classifier, declassification schedule and declassification date.

Executive Order 11652 represents a marked departure from the previous Order. Extensive educational programs have been carried out in all departments and agencies to ensure that employees are acquainted with the provisions of the Order. Emphasis is on classifying less, assigning lower classification categories, indicating the earliest possible date for declassification, and applying proper security markings.

Departments have used seminars, lectures, briefings, movies and TV programs. Pamphlets and posters have been distributed. Many experts have made themselves available to industry and other interested groups as participants in seminars, panel discussions and lecture series. Particular emphasis has been placed upon reaching records managers who play a key role in the handling of all documents.

Spot checks of numerous departments indicate that most classified documents now carry the required markings. Some exceptional attention has been required in a few cases. Although accurate figures are still unavailable, it appears there has been a slowdown in the level and volume of classified information produced by the Federal Government. The Committee is encouraged by this picture and looks forward to confirmation in statistics which will be reported in its Quarterly Summary Report in June.

One disturbing trend appearing in initial surveys of classified documents is an overuse of exemption authority by some agencies. When more accurate figures are available through the Quarterly Summary Report and the data index, the Committee anticipates taking appropriate action to ensure that exemption authority is not applied indiscriminately.

VIII.

Implementation of Data Index  
Requirement

--Detailed instructions have been issued to guide departments in implementing the data index requirements.

--All departments will begin implementation of the data index for selected categories of documents originated after December 31, 1972.

The data index is a series of manual or automated indices maintained by all departments authorized to originate classified information and covering selected categories of classified documents having historical or other permanent retention value. Each classified document entered into the index is uniquely identified to permit retrieval within a short period of time. Classified documents are maintained in the index until they become declassified. In departments where the volume of classified documents is high, the data index may involve use of sophisticated computer equipment.

The underlying purpose of the data index is to pursue the objective of Executive Order 11652 to establish a credible and sound security classification system. It will assist the departments in managing their classified documents and monitoring implementation of the Order. It will facilitate inspection as to proper marking, assist in conducting periodic declassification reviews, aid in evaluating the need for classification authority, insure better protection for material that is classified, and facilitate public access to classified records as they become declassified.

As classified documents are originated certain information regarding the classification and contents of the document will be entered into the data index. The following data elements will be included: (1) classifier; (2) title or description of the document; (3) subject matter index terms; (4) geographical area reference code; (5) date of document; (6) classification category; (7) declassification schedule; (8) exemption category, if any; (9) declassification date or event; and (10) number of addressees. Certain periodic and on-call reports will be used by the Interagency Classification Review Committee to ensure that the purposes set forth above are achieved.

The Committee is very pleased with progress in implementing the data index requirement. It is anticipated that most departments will proceed on schedule in successfully establishing procedures for achieving this requirement. Within the major departments, it is anticipated that the indices will, in phases starting on July 31, begin coverage as follows:

State - All documents received or transmitted in Washington and entered into its Central Files.

CIA - All finished intelligence documents originated by CIA each year.

Justice - All classified documents originated by Justice.

Defense - Specific coverage is not yet determined, but Defense will build on existing systems, resulting in a number of decentralized indices.

AEC - All Top Secret documents originated by AEC and Secret and Confidential documents having permanent retention value.

NSC - All classified documents originated and received by the NSC.

IX.

Declassification Projects

- Declassification of 28,000,000 pages of documents related to World War II.
- Eleven volumes of Foreign Relations Series published in 1972 - final volumes of 1946, all but one for 1947.
- Declassification of 83 out of 177 requests from June 1 to October 1, 1972 (38 pending).

Government declassification projects must be divided into several different categories. First, Executive Order 11652 accelerated automatic declassification of classified documents carrying the old Group 4 markings. Second, funds were appropriated to the National Archives and Records Service to speed declassification of documents from World War II. Third, procedures were established whereby any member of the public could initiate a request for declassification of a classified document over 10 years old, provided the request identified the document with sufficient particularity and was not unduly burdensome. Finally, in the Executive Order President Nixon directed that all classified documents thirty or more years old should be declassified unless the head of the originating department personally determined in writing that continued protection is required at that time and further specified the period of continued classification. The Archivist is required to systematically review classified documents prior to the end of the thirtieth year to ensure compliance with this thirty year rule.

World War II Declassification. The National Archives has thus far succeeded in declassifying just under 30 million pages of classified material from the World War II period. (Just under 2 million of those pages were declassified prior to implementation of Executive Order 11652.) Attached at Appendix C is a breakdown by department.

The current National Archives declassification staff consists of 56 people. 46 staff members are assigned to the National Archives building and the Suitland Federal Records Center. Five positions have been allocated to the Office of Records Management to provide technical assistance to this Committee. Five positions are allocated to Presidential libraries.

In addition to work being done by the National Archives staff, the following agencies have established programs to assist the Archivist in the declassification effort.

The Army has conducted three concurrent programs: (1) Page-by-page review of Army intelligence records by over 200 intelligence reserve officers on two week training assignments - 110 since July 1; (2) Survey for bulk declassification by three consultants and (3) Page-by-page review of sensitive files identified by the consultants. The review was carried out by 35 Adjutant General Corps reserve officers on two week assignments. In addition, the Army assigned four civilian employees and a clerk to coordinate the programs and to conduct final review for the Department.

Three specialists are conducting declassification review of Joint Chiefs of Staff (JCS), Combined Chiefs of Staff (CCS), and Combined Operational records on a full time basis. One specialist is reviewing records of Allied Force Headquarters in the Mediterranean and assisting other reviewers with JCS and CCS items encountered in other National Archives record groups. The other two staff members are re-reviewing JCS and CCS records of the World War II period and are reviewing some records in the 1946 - 1950 period.

Since mid-August, two civilians employed by the Air Force have been assigned to review Air Force records pre-dating 1945. They have reviewed records of the Office of the Air Corps and various Army Air Corps headquarters divisions including the Plans Division and Air Force Combat Command. They are currently reviewing the classified correspondence files of General "Hap" Arnold.

The Navy has four officers and three clerks permanently assigned to World War II declassification. They have supervised the work of 91 reserve officers and enlisted men on two week active duty assignments and a unit of eight reserve officers working one Saturday each month since October. They have reviewed older Chief of Naval Operations records (containing early Office of Naval Intelligence records) and some Bureau of Aeronautics records.

The Central Intelligence Agency recently assigned three former employees of the Office of Strategic Services to begin reviewing the records of the OSS Research and Analysis Branch.

Slightly over half of the 100 positions authorized for World



War II declassification have been filled. Delays are experienced because of clearances required. The hiring freeze has brought further staff increases to a halt.

Guidelines are required to open classified documents originated by foreign governments. This may require international initiatives to obtain the cooperation and assistance of Archival experts from the countries concerned.

Various agencies have proposed to declassify certain documents but plan to replace the security markings with administrative restrictions. This would force the National Archives to indefinitely close the documents to the public. This question must be explored to ensure that the clear intention of Executive Order 11652 is not circumvented.

Foreign Relations Series. Since 1861 the Department of State has published an official documentary series on the "Foreign Relations of the United States." In recent years this series developed a 26 year lag between the year documents originated and their publication. In March 1972 President Nixon directed the Secretary of State to reduce this time lag to 20 years by 1975. In the past eight months significant progress has been achieved toward that end.

In 1972 eleven volumes of the Series were published, including the final volumes for the year 1946 and all but one for the year 1947. This represents an all time record for annual output. For the first time, a net chronological advance has been made toward the goal of bringing the series to a twenty-year line within the next several years.

The general volume for 1947 and two volumes for 1948 concerning relations with Germany and Austria and those with China will be published in the next several months. In addition papers have been compiled for six volumes for the year 1949.

Declassification Requests. 177 declassification requests were received from June 1 to October 1, 1972. 83 were granted in full; 4 in part. 52 were denied in full and 38 were pending at the time of the report. (Of the 52 denied, 27 were from one requester and were not sufficiently particular to permit review.) Attached at Appendix D is a schedule of the requests broken down by Department.

Among the requests granted were those for the release of papers relating to the Abel-Powers exchange, the Adenauer visit to

Moscow in 1947 and the release of the RB 47 fliers by the Soviet Union in 1967.

Three appeals were received by the Committee at the time this report was completed. A request for declassification of the Gaither Report of 1957 was granted. (See attached news article at Appendix E.) In addition, the Committee is considering appeals for declassification of CIA documents related to the overthrow of Guatemalan President Arbenz in June, 1954 and certain NSC papers on Korea and Formosa covering the years 1949 and 1950.

The Committee recognizes that the provision of the Executive Order dealing with specific declassification requests will not solve the problem of large volume declassification. Nevertheless it should be a useful tool in the hands of scholars, historians, journalists and other students of government who can focus on identifiable documents classified ten years ago.

In order to make it effective, the Committee is particularly concerned that all requests be handled expeditiously and at a fair cost. Accordingly, one of the quarterly reports will furnish information on these questions.

## CONCLUSION

The Committee feels it can be justifiably proud of its accomplishments to date.

A solid foundation is being constructed to ensure that the volume of classified information is reduced and that automatic declassification schedules are utilized.

Significant steps are being taken to declassify those documents classified prior to the effective date of Executive Order 11652 on June 1, 1972.

New procedures are being established to monitor the classification program.

New channels are being adopted to open public access to previously classified documents.

In short, the Committee believes President Nixon's new Executive Order on classification is working.